

**SUMMARY OF THE
NATIONAL DATABASE COMMITTEE MEETING
JUNE 28, 1999**

The National Database Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met on Monday, June 28, 1999, from 1:30 to 5 p.m. Eastern Daylight Time (EDT) as part of the Fifth NELAC Annual Meeting in Saratoga Springs, NY. The meeting was led by its chair, Mr. Matthew Caruso of the New York State Department of Health. A list of action items is given in Attachment A. A list of participants is given in Attachment B. *The purpose of the meeting was to review the status of development of the NELAC database.*

Mr. Caruso opened the session with introduction of committee members, Mr. Jeff Worthington of the U.S. Environmental Protection Agency (USEPA) (work assignment manager for database development), and Mr. Bruce Lane of Technology Planning & Management Corporation who is developing the database.

Mr. Lane presented the three phases of the project scope (requirements analysis, design, and development/testing/deployment). A key design issue is that the database make current laboratory accreditation status (as supplied by the appropriate primary accrediting authority) publicly available, as specified by the NELAC Standards. He noted that the design phase is scheduled to be completed by July 1999. Additionally, the database will support data entry by accrediting authorities in both web-based and bulk upload routes and it will be operated and maintained at the USEPA's National Computer Center at Research Triangle Park, NC and conform to the USEPA's standards for database development.

Discussion of the automated functions of the system (e.g., messaging to secondary accrediting authorities as the result of uploading by the primary accrediting authority) ensued. General concern with any automated procedures that would indicate the de-accreditation of a laboratory were discussed. There was consensus that the database should make no "decision," but that it should only manage and present data supplied by primary accrediting authorities.

Two additional issues included supplying selected historical information (e.g., the accreditation status of a laboratory by date) and security measures against hacker activities, both of which involve resource issues. The possibility that the database be capable of supporting data collected under the USEPA's Performance Based Measurement System (PBMS) was discussed. It was noted that the current design was limited to the present USEPA system and that PBMS issues can only be addressed when PBMS-generated data are fully defined.

Mr. Lane then distributed a list of issues to be discussed as the final design is approached. Discussion of each issue ensued and the committee indicated its requests for several changes.

Following this discussion, Mr. Caruso adjourned the meeting.

**ACTION ITEMS
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Item No.	Action	Date to be Completed
1.	Mr. Worthington will explore resource issues associated with the design change of storing and supplying selected historical information.	

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NATIONAL DATABASE COMMITTEE MEETING
JUNE 28, 1999**

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